

SPECIAL FISHERY CATCH REPORT INSTRUCTIONS

Before completing the enclosed Special Fishery Catch Report(s), carefully read all of these instructions. If you have any questions concerning the catch report(s), contact the Division's Statistics Project at 617 727-3958 (Gloucester). If you have questions about your permit, contact the permitting staff at 617 626-1520 (Boston).

All commercial fishermen permitted by the Division for a special fishery are required, by law, to submit a special fishery catch report on or before January 31. A renewal permit will NOT be issued until the catch report has been received.

EVEN IF YOU DID NOT FISH UNDER THIS PERMIT OR DO NOT PLAN TO RENEW YOUR PERMIT, YOU ARE STILL REQUIRED TO SUBMIT A CATCH REPORT FOR THE PERMIT YEAR.

Accurate statistics are important to you and the Division. They help us to manage the fisheries wisely, guide us in evaluating legislation and assist us in interacting with interstate and federal management agencies concerned with proper use of the resource. It is in your best interest to be as accurate as possible when you fill out your catch report. All information collected by the Division is kept strictly confidential and is only reported in aggregate form.

GENERAL INSTRUCTIONS (ALL REPORTS)

Fill out all items that apply in the spaces provided. Reports are processed by computer, those that are incomplete or improperly filled-out may cause a delay in the renewal of your permit. **PRINT OR TYPE CLEARLY.** Be sure that you have **SIGNED** and **DATED** the report. Any report lacking information or a signature will be returned to you along with your renewal application and fee.

SECTION A

1-4) Fill in your PERMIT I.D. number, permit number and name as it appears on your permit. The permit number, in most cases, is the last 4 digits of your Social Security Number, the D.M.F. ID number is the 6-digit number (including leading zeros). Also fill in your address and telephone number; make sure they are up-to-date.

SECTION B

5) If you **DID NOT FISH** this permit during the previous year, **CHECK THE BOX, SIGN YOUR NAME, DATE IT**, and return it immediately to the Division. You need not submit further information on the catch report.

If you **DID FISH** this permit during the previous year, complete **BOTH SIDES** of the catch report as accurately as possible.

6,7 or 8) **[See Specific Instructions]**

SECTION C. PORT/AREA INFORMATION

9) **Area and Percent Harvest:** Refer to the enclosed map of statistical reporting areas. Indicate area(s) fished by month and the percentage of total landings from each separate area.

10) **Port of Landing:** If you landed your catch in more than one port, list each port on a separate line and indicate the percentage of your total catch landed in each port.

[Over For Specific Instructions]

FISH POT CATCH REPORTS (CONCH, SCUP, SEA BASS)

- 6) Indicate whether you fished with another permitted fish pot fisherman in the previous year. Fill-in that person's name and 6-digit permit I.D. number. Indicate whether the catch reported on your report includes the total for the both of you, or your catch only.
- 7) Indicate whether you have a coastal lobster permit or not. If so, is your conch/finfish catch incidental to your lobster catch? If you don't fish for both at the same time, indicate when you switch over to lobstering.
- 8) HARVEST TABLE:
 - a) **Pounds of Conch, Scup, Sea Bass Harvested:** list ALL pounds harvested under your permit including those that were sold, consumed or used to pay sternmen.
 - b) **Max Traps Fishing:** list the maximum number of pots fished at any one time during the month. Include traps that were not fished but remained in the water.
 - c) **Set-over Days:** list the average number of days traps were set between hauls during the month. Do not use set-over days for the scup catch report. Below is a simple formula for set-over days.

$$\text{Average Set-Over Day} = \frac{\text{Maximum Number Traps in Water}}{\text{Average Traps Hauled per Trip}} \times \frac{\text{Number Days in Month}}{\text{Number Trips for Month}}$$

- d) **Average Traps Hauled Per Trip When Fishing:** list the average number of traps you hauled per trip. The average can be computed by adding all trap hauls for the month and dividing by the number of trips for that month.
 - e) **Total Trips During Month When Traps Hauled:** list the number of trips during each month when fish pots were hauled.
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GILLNET CATCH REPORT ONLY

- 8) Complete the Harvest & Effort Table on the reverse side indicating effort and landings from gillnetting by month.
 - a) **Max. Half Nets (300 ft.) Fished During Month:** Indicate the maximum number of half nets or 300 foot sections of net in the water at one time during each month of fishing.
 - b) **Max. Number of Strings Fished During Month:** Indicate the maximum number of strings of connected net sections in the water at one time during each month of fishing.
 - c) **Ave. Number of Half Nets Tended per Trip:** Indicate the average number of half nets, not strings, tended per trip.
 - d) **Total Number of Trips:** Indicate the total number trips fished during each month where nets were tended.
 - e) **Species:** List the total pounds of each species landed by gillnets for each month fished. Please specify other species landed that are not listed in the table.
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SEA URCHIN CATCH REPORT ONLY

Please be aware that this seasonal catch report is for sea urchin landings from August through April of the following year and must be mailed to the DMF by May 1st (end of the sea urchin season). **DO NOT send this catch report in with your permit renewal.**

- 6) Indicate whether you fished with another permitted sea urchin fisherman in the previous year. Fill-in that person's name and 6-digit permit I.D. number. Indicate whether the catch reported on your report includes the total for the both of you, or your catch only.
- 7) Indicate whether you have a MA commercial coastal lobster permit or not.
- 8) Enter the **pounds** of sea urchin harvested by month under the correct effort category (**diver** or **dredge**). Divers and dredgers enter the total number of sea urchin **trips** for each month. Divers estimate an **average amount of bottom time per trip** for each month. Dredgers estimate the **average hours of tow time per trip** for each month.